

The fuel activity information contained in this form must be filed electronically. To view the information you must provide, go to the next page.



Department of Motor Vehicles
Tax Services
P.O. Box 27412
Richmond, Virginia 23269-0001

VIRGINIA FUELS TAX IMPORTER'S REPORT

Read the filing information and instructions on back.

☐ Amended Report
(Check this box if this is an amended report.)

FT468 (Rev. 09/03)

REPORT
MONTH & YEAR

IMPORTER INFORMATION

PLEASE TYPE OR PRINT IN INK

Name		FEIN/SSN		Check to indicate your license type. <input type="checkbox"/> Bonded Importer <input type="checkbox"/> Occasional Importer	
Mailing Address		City		State	Zip Code
Telephone Number ()	Fax Number ()	e-mail Address			

SECTION 1 - INVENTORY, RECEIPTS, AND DISBURSEMENTS SUMMARY

	Gasoline Gasohol	Diesel Undyed	Aviation Jet Fuel	Aviation Gasoline	Diesel Dyed	Kerosene	Heating Oil	Other Products
1. Enter Beginning Inventory in gallons by product type. <i>(Note: This must agree with prior month's ending inventory.)</i>								
2. Add each reported <i>receipt schedule</i> to calculate Total Receipts.								
3. Add Lines 1 and 2 together and enter the Total Gallons Available.								
4A. Add each <i>disbursement schedule</i> reported in Part A to calculate Total Disbursement.								
4B. Enter all disbursements not reported on Line 4A.								
5. Add together Lines 4A and 4B, subtract the results from Line 3, and enter the Gallons Available.								
6. Enter Gains (+) or Losses (-) in gallons.								
7. Add gains or subtract losses on Line 6 to/from Line 5 and enter the Ending Inventory in gallons by product type.								

SECTION 2 - TAX CALCULATION

8. Enter by product type the total number of gallons Imported from bulk storage Tax Unpaid. <i>(Schedule 3B)</i>								
9. Multiply Line 8 times \$.175 and record the total Fuels Tax Due on Gasoline and Gasohol.	\$							
10. Multiply Line 8 times \$.16 and record the total Fuels Tax Due on Undyed Diesel.		\$						
11. Multiply Line 8 times \$.05 and record the total Fuels Tax Due on Aviation Gasoline and Aviation Jet Fuel.			\$	\$				
12. Add Lines 9, 10, and 11, and record the Total Tax Due by product type.	\$	\$	\$	\$				

SECTION 3 – TANK FEE (@_____) CALCULATION

	Gasoline Gasohol	Diesel Undyed	Aviation Jet Fuel	Aviation Gasoline	Diesel Dyed	Kerosene	Heating Oil	Other Products
13. Enter Line 8 to record the Net Taxable gallons Subject to Tank Fee by product type.								
14. Enter the number of gallons of Diesel-Dyed, Kerosene, and Heating Oil Imported into Virginia from your own Storage.								
15. Multiply the gallons on Lines 13 and 14 times the current tank fee rate and record the Net Tank Fee by product type.	\$	\$		\$	\$	\$	\$	\$

SECTION 4 – AMOUNT DUE CALCULATION

	TAX	TANK	
16. Add together the figures in all columns on Line 12 and enter the Tax Due.	\$		
17. Enter the Tax Adjustment. Attach to this report an explanation of this adjustment.	\$		
18. Subtract/Add Line 17 from/to Line 16 and enter the Tax Due.	\$		
19. Add together the Tax in all columns on Line R in Part A and enter the results. SEE NOTE AT RIGHT ►	\$		NOTE: A positive number is the tax owed. A negative number is the tank fee refund.
20. Subtract/add Line 18 from/to Line 19 and enter the Total Tax due.	\$		
21. LATE REPORTS ONLY: Record the Penalty on the tax for late reports. (\$50 or 10% of Line 20 whichever is greater)	\$		
22. Add together Lines 20 and 21 to calculate the Total Tax and the Penalty Due.	\$		
23. LATE REPORTS ONLY: Calculate the interest for late reports at \$.01 times Line 22 compounded monthly.	\$		
24. Add together Lines 22 and 23 to calculate the Total Tax, Penalty, and Interest Due.	\$		
25. Add together the figures in all columns on Line 15 and enter the Tank Fee.		\$	
26. Enter the Tank Fee Adjustment. Attach to this report an explanation of this adjustment.		\$	
27. Subtract/Add Line 26 from/to Line 25 to calculate Tank Fee Due.		\$	
28. Add together the Tank Fee due in all columns on Line S of Part A and enter the results. SEE NOTE AT RIGHT ►		\$	NOTE: A positive number is the tank fee owed. A negative number is the tank fee refund.
29. Subtract/add Line 27 from/to Line 28 and enter the Total Tank Fee due.		\$	
30. LATE REPORTS ONLY: Record the Penalty on the tank fee for late reports. (\$50 or 10% of Line 29 whichever is greater)		\$	
31. Add together Lines 29 and 30 to calculate the Total Tank Fee and the Penalty Due.		\$	
32. LATE REPORTS ONLY: Calculate the interest for late reports at \$.01 times Line 31 compounded monthly.		\$	
33. Add together Lines 31 and 32 to calculate the Total Tank Fee, Penalty, and Interest Due.		\$	
34. Add together Lines 24 and 33 to calculate AMOUNT DUE/REFUND SEE NOTE AT THE RIGHT ►	\$	NOTE: A positive number is the amount you must remit with this report. A negative number is the gross refund amount; which will be adjusted to compensate for the percentage discounts received from your supplier.	

SECTION 5 - DISCOUNT INFORMATION

35. Enter the total amount of Percentage Discount that you deducted from payments to your suppliers.	\$	
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CERTIFICATION

I certify that I have read this report and all supporting documents; and know and understand their contents and that all information on both the report and supporting documents is true and accurate, and complete.			
Authorized Representative's Name <i>(please print)</i>		Title	
Authorized Representative's Signature			Date
Telephone Number ()	Fax Number ()	e-mail Address	

TANK FEE (@)

PART A - RECONCILIATION AND EXPORT INFORMATION

	TAX RATE							
	\$0.175	\$0.16	\$0.05	\$0.05				
	Gasoline Gasohol	Diesel Undyed	Aviation Jet Fuel	Aviation Gasoline	Diesel Dyed	Kerosene	Heating Oil	Other Products
A. Enter the total number of gallons by product type pulled using a tax-exempt card /code. <i>(Schedule 2D)</i>								
B. Enter the total number of gallons by product type sold tax-exempt to the U.S. Government or other tax-exempt persons. <i>(Schedule 8)</i>								
C. Enter the total number of gallons by product type sold to Virginia state or local government. <i>(Schedule 9)</i>								
D. Enter the total number of gallons of Aviation Jet Fuel sold to licensed Aviation Consumers tax not collected. <i>(Schedule 6)</i>								
E. Enter the total number of gallons by product type sold at retail tax not-collected using a credit card or fleet card to U.S. Government or other tax-exempt persons. <i>(Schedule 8C)</i>								
F. Enter the total number of gallons by product type sold at retail tax not-collected using a credit card or fleet card to Virginia state or local government. <i>(Schedule 9F)</i>								
G. Enter the total number of gallons pulled from bulk storage for export. <i>(Schedule 7)</i> (See Instructions for special requirements for schedules 7.)								
H. Add together by product type the gallons on Lines B through D and enter the results using the applicable sign (+ or -) .								
I. Subtract by product type the gallons on Line H from Line A and enter the results using the applicable sign (+ or -) .								
J. Multiply by product type the gallons on Line I by the applicable tax rate and enter the results using the applicable sign (+ or -) .	\$	\$	\$	\$				
K. Subtract by product type the gallons on Line B from Line A and enter results as follows: Positive Number (+), enter a zero (0) Negative Number (-), enter actual results								
L. Multiple by product type the gallons on Line K by the current tank fee rate.	\$	\$		\$	\$	\$	\$	\$
M. Multiply by product type the gallons on Line E by the applicable tax rate.	\$	\$	\$	\$				
N. Multiple by product type the gallons on Line E by the current tank fee rate.	\$	\$		\$	\$	\$	\$	\$
O. Multiple by product type the gallons on Line F by the applicable tax rate.	\$	\$	\$	\$				
P. Multiple by product type the gallons on Line G by the applicable tax rate.	\$	\$	\$	\$				
Q. Multiple by product type the gallon on Line G by the current tank fee rate.	\$	\$		\$	\$	\$	\$	\$
R. Add together the tax amounts on Lines J, M, O, and P and enter the results using the applicable sign (+ or -) .	\$	\$	\$	\$				
S. Add together the tank fee amounts on Lines L, N, and Q and enter the results using the applicable sign (+ or -) .	\$	\$		\$	\$	\$	\$	\$
T. Add together Lines R and S and enter the results using the applicable sign (+ or -) . Positive = amount you will be billed. Negative = refund amount you are due.	\$	\$	\$	\$	\$	\$	\$	\$

FILING INFORMATION

Provide all information requested on this report **and** attach all required schedules.

Your report must be postmarked by the 15th day of the 2nd month after the report month **or** received at DMV by the 20th of the 2nd month after the report month.

INSTRUCTIONS

Report Month and Year. Enter the month and year for which you are reporting.

IMPORTER INFORMATION

Name. Enter the name of your company.

FEIN/SSN. Enter your company's Federal Employment Identification Number or social security number.

License Type. Check the applicable box to indicate the type importer's license you hold.

Mailing Address, City, State, Zip Code. Enter your company's mailing address.

Telephone Number, Fax Number, e-mail Address. Enter your company's telephone number, fax number, and, if applicable, e-mail address.

SECTION 1 - INVENTORY, RECEIPTS, AND DISBURSEMENT SUMMARY

Follow the instructions provided on each line.

SECTION 2 - TAX CALCULATION

Follow the instructions provided on each line.

SECTION 3 - TANK FEE CALCULATION

Follow the instructions provided on each line.

SECTION 4 - AMOUNT DUE CALCULATION

Follow the instructions provided on each line.

CERTIFICATION

Authorized Representative's Name, Title. Print or type the name and the title of the representative who is authorized to sign the report.

Authorized Representative's Signature, Date. Authorized Representative - Sign your name and write the date in the space provided.

Telephone Number, Fax Number, e-mail Address. Enter the authorized representative's telephone number, fax number, and, if applicable, e-mail address.

PART A - RECONCILIATION AND EXPORT INFORMATION

Lines A through F. Follow the instructions provided on each line.

Line G. Follow the instructions provided.

Note: Your schedule 7 must be certified by the state to which you exported the product before DMV will finalize any refund.

Lines H through T. Follow the instructions provided on each line.